

ARTICLE 14 - REVIEW AND REVISION OF THE CONSTITUTION

14.1 Duty to monitor and review the Constitution

The Monitoring Officer will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

14.2 Protocol for monitoring and review of the Constitution by Monitoring Officer

A key role for the Monitoring Officer is to be aware of the strengths and weaknesses of the Constitution adopted by the Council, and to make recommendations for any amendments in order to better achieve the purposes set out in Article 1. In undertaking this task, the Monitoring Officer may:

- (a) observe meetings of different parts of the Member and Officer structure;
- (b) undertake an audit trail of a sample of decisions;
- (c) record and analyse issues raised with him/her by Members, Officers, the public and other relevant stakeholders; and
- (d) compare practices in this authority with those in other comparable authorities, or national examples of best practice.

14.3 Changes to the Constitution

- (a) **Approval** - Changes to the Constitution will only be approved by the Council after consideration of a written report by the Monitoring Officer.
- (b) **Change to Executive Arrangements** – The Council must take reasonable steps to consult with local electors, and other interested persons in the area, when drawing up proposals for any change from an Alternative Arrangement to any form of Executive Arrangement within the meaning of the Local Government Act 2000.
- (c) **Minor corrections and amendments** – minor changes/amendments to the Constitution such as spelling, grammar, typographical and formatting changes that do not affect the substantive content, and any decisions the Council makes that impact on the Constitution, may be undertaken by the Monitoring Officer and the changes will be notified to all Members.

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